

Oakham Town Council

Minutes of the meeting of the Oakham Town Council held on the 10th August 2016 in the Offices of the Town Council, Victoria Hall, High Street, Oakham, Rutland

Present	Cllr Adam Lowe	Chairman of the Council
	Cllr Michael Haley	Vice Chairman
	Cllr Jasmine Hopkins	
	Cllr Vince Howard	
	Cllr Peter Ind	
	Cllr Martin Brookes	
	Cllr Tracy Carr	
	Cllr Joyce Lucas BEM	
	Cllr Stan Stubbs	
	Cllr Sally Ann Wadsworth	
	Mr Malcolm Plumb. F. Inst. LCM	Acting Clerk to the Council
	Ms Allison Greaves	Assistant Clerk to the Council.

(No Members of the Public or press were in attendance)

198/16

Appointment of the Town Councils Proper Officer

The Chairman welcomed Mr Malcolm Plumb to the meeting as the acting (locum) Town Clerk and proposed the following:-

The Town Council resolves that in accordance with the principles of Local Government Bodies 2014 and to facilitate its business, its Locum Clerk, Mr Malcolm Plumb, is forthwith appointed pro tem as "Proper Officer" and is delegated such Authorities and responsibilities as are required for the post in the continuing absence of the present Clerk.

Cllr Michael Haley seconded the proposal and upon the proposal being put to the meeting it was so **resolved** by a vote of nine in favour and one against.

199/16

Councillor Michael Elliott

The Chairman reported, with regret, that Cllr Michael Elliott had decided to resign as a Town Councillor with immediate effect and had given his reasons for his decision.

The Chairman paid tribute to Cllr Elliott's extensive past services both to the Town Council and to the Oakham Town Community as a whole. His counsel, experience and knowledge will be sorely missed. The meeting **agreed** to fully endorse the Chairman's commendations and to record these in the formal minutes of this meeting.

- 200/16 Apologies for absence
All Councillors being present, no apologies for absence were received by the meeting.
- 201/16 Declarations of Interest
No declarations of interest were made by attending Councillors in respect of items specified in the agenda for this meeting
- 202/16 Minutes
Cllr Martin Brookes recorded his view that minute no. 197/16 did not include his specific reasons for challenging the accuracy of the earlier minutes (minute 181/16) from the 13th July 2016 Town Council meeting
Cllr Stan Stubbs then proposed that the minutes of the Town Council meeting held on the 27th July, 2016 be adopted, without change, as a true and accurate record. Cllr Joyce Lucas seconded the proposal and upon the proposal being put to the meeting it was so **resolved** by a vote of seven for the proposal and three abstentions.
Update report. The Acting Clerk reported that in order to strictly comply with the law, all future notifications relating to meeting notices, agenda and minutes will be sent **only** by post or by e mail. The meeting **noted** the Acting Clerks report.
- 203/16 Members reports
Cllr Jasmine Hopkins reported, as the Town Councils Representative on the Victoria Halls Trustees, that since the building was not funded from public funds, it was a private (not “public”) building. The toilets were not therefore available to the general public and the use of the Hall facilities was with the approval of the Halls Manageress. The meeting **noted** the report
Cllr Adam Lowe reported that he and the Vice Chairman, Cllr Michael Haley has attended a LRALC training course upon Chairmanship of meetings. The meeting **noted** the report.
- 204/16 Acting Clerks report
The Acting Clerk reported that following a small number of recent incidents, he had advised Cllr Brookes that his visits to the Councils office would be temporarily refused and future phone calls to the office was to be at minimal levels. The reason for this action was that an excessive amount of time (and public money) was being wasted in dealing with matters raised by Cllr Brookes, to the detriment of other, more pressing, Town Council work. Contact with the office was to be by e mail or by post which would be dealt with on a priority basis. These arrangements would continue in force until and unless the Town Council decides otherwise. The meeting **noted** the Acting Clerks report.
- 205/16 Deputations by the Public
No Members of the Public being present, no items were brought up or discussed under this item of business.

- 206/16 Neighbourhood Plan Steering Group. Report
The meeting received and considered a detailed written report upon actions taken by the Group during the current year. The full report was **noted** by the meeting.
- 207/16 OCC Building Working Group. Report.
The meeting received and **noted** a written report upon actions and work carried during the current year. This item of business will be considered again in connection with another aspect, later in the meeting under “exempt items”
- 208/16 Restructuring Working Group Strategy. Report
The meeting received and considered a report from the Working group, upon a proposal to re structure the Councillor working groups. The Council Chairman, Cllr Adam Lowe, provided a screened display illustrating what the group proposed as a new structure and answered questions from Councillors. During the discussion it was resolved that the Town Council now form a Planning Sub Committee comprising six Councillors and the Acting Clerk, with perhaps the full involvement of the County Councillor. Dates of meetings to be arranged. After discussion, it was proposed by Councillor Martin Brookes, seconded by Cllr Peter Ind and it was **resolved** by a vote of six for the proposal and four against that the meeting noted and adopted the Working groups proposed strategy.
- 209/16 Heritage Lottery Bid
Cllr Joyce Lucas submitted a report paper in relation to future funding for Cutts Close improvements. Cllr Lucas emphasised the amount of renovation work needed to be done at present with a list of specific jobs needing attention...
It was proposed by Cllr Lucas that in principle the Council agrees to go ahead with the initial HLF application process and to employ a consultant. There was no seconder so this motion fell.
After discussion, it was proposed by Councillor Martin Brookes, seconded by Cllr Tracy Carr and it was **resolved** by a vote of seven votes for, one against and two abstentions to establish a Working Group to initiate the work in preparing a bid for support funding. It was proposed by Councillor Adam Lowe, seconded by Cllr Martin Brookes and unanimously **resolved** that Cllr Lowe to further investigate and to bring back to a meeting in October.
- 210/16 Oakham Tennis Club.
The meeting received a written report, received by e mail, (28th July, 2016) from the Tennis Club seeking permission from the Town Council to erect advertising banners along a section of tennis court fencing. The purpose was to give extra funding towards Court maintenance costs and to promote local businesses. After discussion, Cllr Stan Stubbs proposed that the request be approved and this was seconded by Cllr Vince Howard. The proposal was put

to the meeting and by a vote of nine votes for and one abstention, it was so **resolved**.

211/16

CCTV Agreement. Rutland County Council

The meeting received and considered a draft CCTV agreement from the County Council for the provision of security camera's across Oakham Town Centre. The agreement included a commitment from the Town Council to meet 50% of the costs for the provision of the System and related services, by an annual contribution of £4,700 After a full discussion and by a vote of eight for, one against, and one abstention, the meeting **agreed to reject** the proposal. Acting Clerk to advise the County Council.

212/16

Schedule of Payments

The meeting received and considered a schedule of payments for the period 1st July, to 1st August, 2016, it was proposed by Cllr Vincent Howard, seconded by Cllr Michael Haley and **resolved** with nine votes for and one abstention that the payments be approved.

213/16

Statement of Accounts

The meeting received and considered a statement of accounts, Bank reconciliation, copy bank statement, and receipts and payments summary up to 1st August 2016. Cllr Vince Howard proposed that the accounts report be **noted and accepted**. Cllr Stan Stubbs seconded the motion. By a vote of nine votes for and one against, the proposal was **carried**.

214/16

Remittance of £62,500 from the Rutland County Council

(At this point, the Chairman asked Cllr Martin Brookes to desist from interrupting other Councillors when they were speaking)

The meeting considered a written report from Cllr Michael Haley relating to a payment received from the Rutland County Council for £62,500 at the end of the last financial year 2015/16. Despite requests for specific clarifications upon the reasons for and specific uses (limitations) that this financial contribution can be put to, a consistent and clear response had not yet been given either by the County Council or the Larkfield group (Agents for the Hawkshead development). The Town Council in **noting** this report, it was proposed by Cllr Peter Ind, seconded by Cllr Vince Howard and by a vote of nine votes for and one against, the proposal was **agreed** that the Acting Clerk writes to the RCC

Chief Executive Officer requesting a clear and consistent statement upon how or what the Town Council can use this fund; what conditions need to be satisfied beforehand; and whether the draft supplementary agreement from Shakespeare Martineau had yet been agreed and signed and was in force.

215/16

Christmas Tree

The meeting received and considered a report from Cllr Tracy Carr confirming that at present only one quotation had been received for the supply, installation and subsequent removal of this year's Christmas tree. Other quotations had been requested but had not yet been received. It was proposed by Cllr Tracy Carr, seconded by Cllr Sally Ann Wadsworth unanimously **agreed** to allow more time for obtaining more quotations and to reconsider this item of business at the September 2016 Council meeting.

(The Chairman again requested that Councillor Brookes desists in interrupting other Councillors when they are addressing the meeting)

216/16

RCC Parking Review

The meeting received and considered a report from the Assistant Clerk, concerning a consultation received from the RCC upon proposals to improve and increase parking facilities within the Town. The sites involved were Long Row (Resident bays), Church Street and Brooke Road (short stay car park) and New Street/ John Street (Residents bays). It was proposed by Cllr Stan Stubbs, seconded by Cllr Vince Howard and unanimously **resolved**, that the Town Council indicates its support for the original proposals by RCC.

217/16

Exempt Items

It was proposed by Cllr Joyce Lucas, seconded by Cllr Vince Howard and unanimously **resolved**, that in accordance with section 1 (2) of the Public Bodies (Admission to meetings) Act 1960, that because of the confidential nature of the remaining two items of business, the Public and press be excluded from the meeting at this time. For record purposes, the items relate to a contractual agreement and to a condition of employment matter. Whilst no Members of the Public or Press were in attendance, this motion records the Town Council's classification of the remaining business as confidential.

[Record Note. Both items are recorded on a separate confidential page of the minutes which are for the information of Town Councillors only, the Acting Clerk of the Council, and the Assistant Clerk of the Council. The confidential page of the minutes will be filed with the Town Council official minute book under minute references 218/16 and 219/16.

Signed

Chairman

Date